



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Approved PARKING COUNCIL FOR PEOPLE WITH DISABILITIES

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Tuesday, June 21, 2011

5:00 PM

Room 108, City-County Building  
(Parks conference room)  
210 Martin Luther King, Jr., Blvd.

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### Call to Order/Roll Call

Present: 5 -

Gary A. Weber; Joseph P. Kunz; William J. Tangney; Joanne Wagner and  
Fayth E. Kail

### 1. Approval of Minutes

A motion was made by Weber, seconded by Kail, to Approve the Minutes. Seymour said that on page 2, the 25% access aisle is old information and not current. The two sentences referring to 25% should be stricken. New guidelines for access aisle violations state that if a vehicle is parked on any portion of the access aisle a citation should be issued. Kail said that Weber accepted the plaque recognizing Karla Smith's contributions and spoke to the Common Council. This should be noted in other business. The plaque is now with Karla Smith's nieces. Wagner was not present at meeting, this should be corrected. Motion approved unanimously with the changes noted.

### 2. Public Comment - None

### 3. Disclosures and Recusals - None

### 4. Report by Madison Police Department representative Aileen Seymour regarding the operations of the Disabled Parking Enforcement Assistance Council.

There were four requests for citations submitted and three written this past month. The fourth request lacked enough information to write a citation. Citations were for either access aisle violations or improper use of permit. The incomplete request reported an expired permit, but the permit number was not listed. Also, a specific address must be provided and must be more specific than "East Towne Mall".

### 5. [22860](#)

Report from Madison Police Department representative Aileen Seymour regarding police department's policies regarding enforcing parking for persons with disabilities and police department staff training.

Seymour spoke with Merle Olson about confiscating tags. He has not referred cases to DOT because the wording in the Statute is such that the person knowingly misused the tag and it is very difficult to get an adequate burden of proof. There is pending legislation that may make this less of an issue. Seymour referred to the attachment "disabled parking violation enforcement

guidelines.” The Police Department allows one exception per year, and they keep track of this. They do cite all vehicles not displaying tag. If the tag can be seen somewhere in the car, an officer can use discretion in citing. The important information of the report includes specific location, date and time, and vehicle description. Whether the person appears to be disabled is not something that should be considered. Seymour distributed additional information for members to review. Kunz asked if PD follows up if a complaint was written and the plate does not match the car. Seymour replied that Merle Olson could call the plate holder and discuss why the tag was on a different vehicle. Kunz asked what the green hang tags are for. Seymour said these are business hang tags which are supposed to be used only when transporting disabled persons. Kunz asked how the registration for a disabled plate is handled if a couple shares ownership of a vehicle and both are disabled. Seymour will review this. Weber would like a copy of the vehicle make models that PD passed out previously.

6. **Report from Madison Police Department representative Aileen Seymour regarding openings on disabled parking enforcement council and potential for training or retraining future or existing council members.**

Seymour said there are some openings on the Parking Council and one person has requested to be on the Council. There is no funding in the Police Department budget to hire an outside trainer. Merle and Seymour are able to do training as needed. Hinz said the city ordinance is very specific as to the process. PD is in charge of training and performing background checks. PCFPWD has the right to interview anyone who has been approved by the Police Department. Kail asked if there are many active members and if members need to be recertified. Seymour replied that members serve a set term and are typically automatically renewed. The member needs to submit a request to not continue should they wish to be off the Parking Enforcement Council. Hinz said it is his understanding that people need to be reappointed by the mayor every three years. Seymour will check to verify this. Tangney said if there were only four reports submitted in a month, this suggests that members are not participating adequately. Tangney suggests that these people receive a letter asking if they would consider resigning from the Parking Council or receive retraining.

7. **Discuss requesting Steve Pribbenow to attend a PCFPWD meeting, and the items that council members wish to have him cover.**

No questions were submitted. Kail suggested that if retraining happens, Steve go to retraining meeting instead of PCFPWD. Hinz said that if PD is open to this, he could attend a retraining meeting.

8. **Discuss rescheduling August 16, 2011 PCFPWD meeting to August 9**

A motion was made by Tangney, seconded by Wagner to approve rescheduling the August 16, 2011 PCFPWD meeting to August 9, 2011. The motion passed by voice vote/other.

9. **20218** Distribution list for Parking for Persons with Disabilities brochure

Weber went to St. Mary's hospital. The Web address for the brochure is at <http://www.cityofmadison.com/parkingUtility/accessible/documents/PWDweb.p>

df.

- 10. Putnam to report on response from City Attorney on signing off street parking stalls for persons with disabilities.**

Hinz asked what is required for off-street stalls to be legal and if the City's current signs adequately meet state statute and city ordinance. Putnam replied that yes, the City Attorney confirmed they are adequate. Hinz asked if Building Inspection's requirements are adequate. Tangney replied that Building Inspection is now up to speed on correct requirements. No further action is required on this item.

- 11. Putnam to report on potential standard alternative locations for disabled parking during special events and current arrangements made for special events.**

Tangney asked what method is used to let people know where alternate parking spaces are located. Putnam replied at this time, people wishing to find an alternate stall signed for persons with disabilities need to find this by checking nearby streets. Hinz suggested that there is a need to provide information for users where alternate locations are. Hinz asked if this information could be put on the city's web site. Putnam will look into whether the information can be put on the web site.

Common alternate locations for dis/vet stalls are as follows: For Wednesday Farmer's Market, stalls are relocated from MLK Jr. Blvd. to Lot 88, behind the Madison Municipal Building. During square closures, stalls are relocated to adjacent blocks on MLK Jr. Blvd. and Wisconsin Avenue. For large events such as Art Fair on the Square and Concerts on the Square, stalls are relocated to the 10 block of East Dayton and 10 blocks of East and West Doty Street, directly off Wisconsin Avenue and MLK Jr. Blvd. respectively.

- 12. State legislative changes related to Dis/Vet parking (Status report by Hinz)**

AB 81 is the bill to address the issue of fraudulent use. The bill was approved by the Transportation Committee of Assembly and is now in the Committee on Rules, ready to be referred to action by the Assembly, but there is no indication when this will be in the Assembly.

- 13. Federal guidelines regarding on-street parking requirements for Dis/Vet stalls (Status report by Hinz)**

Federal guidelines including on-street requirements is scheduled to come out in preliminary form in late July/early August. There will be a six month period where they will be asking for input and comments. Parking Utility should receive copies for review.

- 14. Other business for referral**

Kail report that Gary appeared at Council meeting to receive plaque. Election of a new chair.

- 15. Assignments**

Seymour should be placed on the mailing list. Seymour will provide copy of common vehicle make models to Weber. Putnam will provide information to Weber on the web site for the disabled brochure. Hinz said this is his last meeting; his term is up and he asked to not be reappointed.

#### **Adjournment**

A motion was made by Tangney, seconded by Weber, to Adjourn. The motion passed by voice vote/other. The meeting adjourned at 6:30 p.m.